

ROOF PERMITS – CONSUMER INFORMATION



Village of Carol Stream

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In cooperation with the Illinois Department of Financial and Professional Regulation (IDFPR), the information contained herein is being provided in order to help prevent residents and property owners from being victimized by substandard work performed by unlicensed roofing contractors.

License Requirements. The State of Illinois requires that every contractor doing roofing work in Illinois must be properly licensed. This requirement applies to all roofing work, regardless of the Village of Carol Stream's permitting requirements. Homeowners may perform roofing work on their personal property without a license; all other roofing must be performed by a contractor licensed by the State of Illinois. "Limited" Roofing Licenses are for those contractors whose roofing business is limited to residential roofing for structures consisting of eight dwelling units or less; all other types of roofing require an "Unlimited" licenses

Permit Requirements. The Village of Carol Stream requires a building permit for roofing work on all but detached and attached single family residences (1 & 2 – Family Dwellings), and checks contractor licenses as part of the permit process. Owners of detached or attached single-family homes should check that their contractor is properly licensed by accessing the IDFPR website. (See below)

Contractor Requirements. Roofing contractors who are properly licensed are required to be insured in order to do business in Illinois. In addition, the name of the company must be properly identified on the contractor's vehicles, and any advertisement or contract must list their roofing license number.

Consumer Resources. The following resources are available to consumers:

- Consumers may obtain additional information by accessing the IDFPR website at www.idfpr.com. To check whether a contractor has a valid Illinois license, click on The Division of Professional Regulation and then on License Look-Up.
- Consumers should confirm that the contractor is in fact the actual licensed contractor by asking to see a legitimate picture ID. Consumers should also verify that the name of the company is properly identified on the contractor's vehicles, and any advertisement or contract lists the roofing license number.
- Consumers should always ask for references for similar projects completed in the area, and should contact those references.
- Consumers may wish to contact the Better Business Bureau or the Illinois Attorney General's office, both of whom compile information on companies and contractors that have had previous consumer complaints.

Legal Basis. It is unlawful to engage in unlicensed practice under Illinois Statute 225 ILCS 335/9(1). According to paragraph 335/9.8, *Any person who is found to have violated any provision of this Act is guilty of a Class A misdemeanor. On conviction of a second or subsequent offense the violator is guilty of a Class 4 felony. Each day of violation constitutes a separate offense.*

**NOTE: This information is intended to assist consumers,
and is not meant to replace any valid Village Ordinance.**